



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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June 13, 2012

## MEMORANDUM

TO: Selected Directors, Exceptional Children Programs  
Selected Charter School Directors

FROM: Mary N. Watson, Director *MNW*  
Exceptional Children Division

Joe Simmons, Section Chief *JS*  
Behavioral Support and Special Programs Section  
Exceptional Children Division

SUBJECT: End of Year Information for PRC 29 Funding

When the PRC 29 funds were allocated for the current school year, each school system was asked to identify specific services and indicators that demonstrate that the services are being provided and are being effective. In addition student information sheets were completed for the students who would receive the services and interventions. The Behavioral Support and Special Programs Section is using this data to justify the continued appropriation of the PRC 29 funds by demonstrating that the services do make a difference. It is time to complete the information about student progress and service provision for second semester.

The specific information for each student who received services during the 2011-12 school year must be completed on the Comprehensive Exceptional Children Accountability System (CECAS). Attached to this memo is Information about Services and Interventions for PRC 29 Funding which gives specific information about how long a student should have received services and Intervention Definitions which is a description of the interventions to help complete the End of Year Student Information Form (SIF), including the Services and Intervention drop down section. This information should only be completed for those students who meet the timelines and service descriptions in the Information about Services and Interventions for PRC 29 Funding. Documents can also be downloaded from the Exceptional Children, Behavioral Support and Special Programs Section web page Intervention link, End of Year Intervention Information <http://www.ncpublicschools.org/ec/>. All data should be entered in CECAS by September 1, 2012.

To complete the End of Year SIF for each student who received services during 2011-12, the student must have an "eligible" PRC 29 listed in CECAS for the 2011-12 school year. Add a new SIF by clicking the "SIF" button in the PRC 29 list screen, then clicking the "New" button in the Student Information Form List. In completing the SIF be sure to select "End of Year" for SIF type. Select school year 2011-12 and current IEP dates.

Contact Joe Simmons at 919-807-3298 or [joe.simmons@dpi.nc.gov](mailto:joe.simmons@dpi.nc.gov) with any questions or concerns regarding the report. LEAs/charter schools should work with their local CECAS contact person with any questions they may have about entering data in CECAS. The Exceptional Children Division appreciates your continued efforts to serve children with behavioral and emotional problems.

MNW/JS/dp

Attachments

### EXCEPTIONAL CHILDREN DIVISION

Mary N. Watson, *Director* | [mary.watson@dpi.nc.gov](mailto:mary.watson@dpi.nc.gov)

6356 Mail Service Center, Raleigh, North Carolina 27699-6356 | (919) 807-3969 | Fax (919) 807-3243

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